



File, pay, and view your past returns and transactions online
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MONTANA
LCD 9
LAPSEREQ
Rev 11 14

LAPSE REQUEST INSTRUCTIONS

These instructions will help you prepare your request. If you have questions about the lapse request, please call us toll-free at (866) 859-2254 (in Helena at 444-6900) or visit our website at revenue.mt.gov for detailed instructions.

How to File Your Request

When filing your lapse request, we encourage you to file electronically through Taxpayer Access Point (TAP). Electronic filing is simple, secure and convenient. To register for electronic filing, go to <https://tap.dor.mt.gov>. You will need your Account ID, account type (on-premises) and zip code. Once you are registered, you will be able to file and view your past requests.

If you choose not to file electronically, complete the Lapse Request Form using blue or black ink. Print your Account ID and License Number in the blocks provided.

Where to File

If you choose not to file electronically, mail your form to Montana Department of Revenue, Liquor Control Division, P O Box 1712, Helena, MT 59624-1712.

Specific Instructions

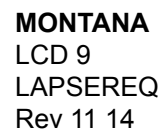
Line 1. Please provide your name as the entity or individual that owns the liquor license.

Line 2. Please provide your business name for the liquor license business.

Line 3. Please provide your Account ID.

Line 4. Please provide your Liquor License Number.

Please be sure to sign and date your request if you are planning to mail it.



You have two options for sending your request to us.

1. Name of Licensee(s) _____ Date _____

2. Business Name

3. Account ID

[illegible]

I/We, _____, as the licensee(s) of record hereby request the above license be lapsed as of the date signed below. I/We understand that no sales or service of any alcoholic beverages can occur after the date this lapse is approved by the Department.

I/We declare under penalty of false swearing that the information provided on this form and its attachments are true, correct, and complete.

Signature

Date

Printed Name	Title
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Signature

Date

Printed Name	Title
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This form needs to be signed by all individuals, members or partners. In the case of a corporate licensee, it may be signed by one shareholder or officer with authority to sign.